

Memorandum

To: Mayor Biss and Members of the City Council
From: Luke Stowe, City Manager
Subject: Weekly City Manager's Update
Date: April 28, 2023

STAFF REPORTS BY DEPARTMENT

Weekly Report for April 24, 2023 – April 28, 2023

City Manager's Office

Weekly Bids Advertised
1st Quarter 2023 – Cash and Investment Report

Community Development

Weekly Zoning Report
Weekly Inspection Report

Health Department

Weekly Food Establishment Application Report

Law Department

Weekly Liquor License Application Report

Legislative Reading

NWMC Weekly Briefing

**STANDING COMMITTEES OF THE COUNCIL &
MAYORAL APPOINTED BOARDS, COMMISSIONS & COMMITTEES**

Monday, May 1, 2023

5:00 PM: [Human Services Committee](#)

Tuesday, May 2, 2023

None

Wednesday, May 3, 2023

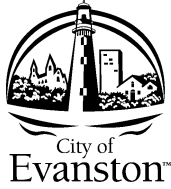
6:30 PM: [Citizen Police Review Commission](#)

Thursday, May 4, 2023

None

Friday, May 5, 2023

None



Memorandum

To: Luke Stowe, City Manager

From: Hitesh Desai, CFO/ City Treasurer
Tammi Nunez, Purchasing Manager

Subject: Bids/RFPs/RFQs Advertised during the Week April 24, 2023

Date: April 28, 2023

The following is a list of projects that have been advertised and the anticipated date each will be presented to Council or Library Board.

Bids/RFPs/RFQs sent during the Week of April 24, 2023

Bid/RFP/RFQ Number/Name	Requesting Dept.	Description of Project	Budgeted Amount	Bid/RFP/RFQ Opening Date	Anticipated Council/ Library Board Date
Directional Drilling Machine & Trailer	Public Works	Work on this project includes: The purchase of a horizontal directional drilling machine, guidance system and trailer.	\$200,000	05/30	06/12
Dead Animal Collection	Public Works	Work on this project includes: The collection and disposal of dead wildlife and dead domestic animals from the public way.	\$TBD	05/23	06/12



Memorandum

To: Luke Stowe, City Manager

From: Hitesh Desai, CFO/ Treasurer

Subject: 1st Quarter 2023 - Cash and Investment Report

Date: April 28, 2023

Attached please find the Cash and Investment report as of March 31, 2023.

A comparison between the 1st quarter 2023 and 4th quarter 2022 investment reports indicate increase in combined cash & investments of \$13,124,263 from \$132,982,601 to \$146,106,864. The main reason for the increase is Property Tax disbursements received from the Cook County.

During the 1st quarter 2023, we continued to focus on maintaining liquidity while striving for the maximum returns on Cash and Investments. We will continue to monitor the interest rate environment and overall economy.

Overall cash and Investment position:

	03/31/2023	12/31/2022	Change
Cash	64,240,166	60,039,090	4,201,076
Investments	81,866,698	72,943,511	8,923,187
TOTAL	146,106,864	132,982,601	13,124,263

Cash and investments by individual financial institutions – 3/31/2023:

Bank	Balance	% Of total
	(In millions)	Balance
Byline	\$64.2	44.0%
Fifth Third	\$51.9	35.5%
Wintrust Bank	\$22.3	15.3%
IMET	\$6.4	4.4%
Illinois Funds	\$1.0	0.7%
Other Banks	\$0.3	0.1%

Staff continue to focus on the right opportunity for higher investment returns by moving money amongst the banks or investing in municipal securities, Treasuries and agencies. At the same time, we strive to be compliant with our investment policy of not having over 50% in one institution.

If you have any questions on this report or would like to discuss in greater detail, please contact me by phone at (847) 448.8082 or by e-mail at hdesai@cityofevanston.org.



Memorandum

To: Luke Stowe, City Manager
 From: Hitesh Desai, CFO/City Treasurer
 Subject: March 2023 Monthly Financial Report
 Date: April 28, 2023

Note that these are unaudited numbers and are subject to change through the audit process. Please find attached the unaudited financial statements as of March 31, 2023. A summary by fund for revenues, expenditures, fund and cash balances is as follows:

City of Evanston
Cash & Investment Summary by Fund
March 31, 2023

Fund #	Fund	Revenue	Expense	Net	Fund Balance	Cash Balance
100	General	32,607,144	35,438,598	(2,831,455)	55,166,775	50,938,561
170	American Rescue Plan	334,943	304,109	30,834	14,625,990	31,449,718
175	General Assistance	357,391	267,713	89,677	1,076,065	1,076,065
176	Human Services	805,201	512,984	292,217	3,356,278	3,356,278
177	Reparations	651,949	48,554	603,395	851,931	851,931
178	Sustainability	177,113	15,337	161,776	546,368	546,368
180	Good Neighbor	4,672	225,049	(220,377)	513,036	513,036
185	Library	2,076,188	1,894,268	181,920	4,262,948	4,192,430
186	Library Debt Service	-	-	-	2,782	2,782
187	Library Capital Improvement FD	-	228,374	(228,374)	476,016	476,016
200	MFT	849,744	169,794	679,950	6,110,038	5,833,049
205	E911	247,360	384,195	(136,835)	1,465,799	1,100,210
210	Special Service Area (SSA) #9	418,653	-	418,653	218,666	218,666
215	CDBG	593	189,727	(189,135)	(129,812)	(129,812)
220	CD Loan	14,717	-	14,717	393,966	393,966
235	Neighborhood Improvement	142	1	140	22,436	22,436
240	Home	7,159	14,491	(7,332)	(479)	(479)
250	Affordable Housing	61,358	172,629	(111,271)	2,491,092	2,639,326
320	Debt Service	4,231,867	(6,574)	4,238,441	6,345,877	6,204,251
330	Howard Ridge	135,578	246,078	(110,500)	1,985,850	2,091,601
335	West Evanston	430,705	588,736	(158,032)	2,326,974	2,311,306
340	Dempster-Dodge-TIF	3,807	48,611	(44,804)	328,203	330,878
345	Chicago Main-TIF	540,043	81,001	459,042	2,152,721	2,158,061
350	Special Service Area (SSA) #6	75,676	(117,144)	192,819	197,374	419,236
355	Special Service Area (SSA) #7	34,994	-	34,994	47,429	47,429
360	Special Service Area (SSA) #8	12,728	-	12,728	17,257	17,257
365	Five-Fifth TIF		138,937	(138,937)	(274,838)	(272,168)
415	Capital Improvements	74,105	507,705	(433,600)	1,462,395	8,776,005
416	Crown Construction	62,919	237,869	(174,950)	5,130,381	5,130,381
417	Crown Community CTR Maintenance	43,749	-	43,749	533,794	533,794
420	Special Assessment	107,507	113,853	(6,346)	1,436,505	1,436,505
505	Parking	2,013,063	2,211,348	(198,285)	(377,518)	635,480
510-513	Water	8,036,065	3,612,335	4,423,730	4,168,812	8,145,070
515	Sewer	1,981,036	1,234,005	747,031	9,194,891	5,867,646
520	Solid Waste	1,514,097	1,254,713	259,384	2,173,843	1,321,205
600	Fleet	811,107	804,762	6,345	328,349	(1,190,745)
601	Equipment Replacement	194,675	183,738	10,937	2,194,853	965,289
605	Insurance	5,502,282	5,476,530	25,751	(4,493,686)	(2,302,167)

Please note that the attached supporting documents have been updated to show further fund and department analysis.

Included above are ending fund and cash balances as of March 31, 2023. Cash balance represents liquid cash and/or invested assets which can be used (or easily sold) to support and fund current operations.

Fund balance includes illiquid assets or future cash receipts or disbursements such as receivables (including property tax) due to the City and accounts payable/accrued expenses. All fund balances are unaudited.

Top General Fund Revenues YTD						
Revenue	2019 YTD	2020 YTD	2021 YTD	2022 YTD	2023 YTD	2023 Budget
STATE INCOME TAX	1,891,189	1,991,512	2,327,958	3,131,063	2,925,894	11,500,000
PROPERTY TAXES	5,359,421	3,875,319	3,826,395	4,290,660	2,532,775	9,057,297
SALES TAX - BASIC	2,325,133	2,384,440	2,338,196	2,703,177	2,835,693	11,000,000
RECREATION PROGRAM FEES	1,512,172	1,387,307	1,284,292	1,882,089	2,213,748	5,371,375
SALES TAX - HOME RULE	1,378,914	1,510,292	1,583,176	1,954,706	2,096,977	8,000,000
BUILDING PERMITS	1,780,576	664,801	1,497,526	1,120,160	1,373,998	4,225,100
AMBULANCE SERVICE	480,561	606,686	393,504	789,532	1,048,767	2,100,000
LIQUOR TAX	629,345	724,435	598,332	808,202	931,445	3,000,000
NATURAL GAS UTILITY TAX	418,598	345,123	384,090	686,954	870,888	1,400,000
ELECTRIC UTILITY TAX	780,834	761,486	753,615	1,079,913	715,302	2,900,000
TICKET FINES-PARKING	763,186	590,186	557,525	786,283	714,182	3,000,000
PARKING TAX	600,088	809,853	630,782	759,634	700,880	2,600,000

Like income tax, sales tax growth has increased over the years due to higher inflation. Inflation continues to come down but at a slower pace than expected. Sales Tax YTD remains in line with the 2023 budget.

Natural Gas Utility Tax has been on the rise because of higher natural gas prices.

The unaudited financial statements show the General Fund as of March 31, 2023, with a fund balance of \$55,166,775 and cash balance of \$50,938,561. The attached financials show General Fund revenues at 26% of budget and expenses at 28% of budget. Revenues are in line with the budget because the City has started receiving property tax revenues in 2023, which account for a large source of General Fund revenues.

General Fund Expenses by Category

General Fund	2022 YTD Actual	2022 Budget	% of Budget	2023 YTD Actual	2023 Budget	% of Budget
Expenses						
Salary and Benefits	16,459,883	74,503,722	22%	20,670,611	75,558,278	27%
Insurance and Other Chargebacks	12,356,351	24,383,062	51%	11,164,957	28,934,436	39%
Services and Supplies	2,140,136	15,131,213	14%	2,538,860	16,965,457	15%
Interfund Transfers	648,750	2,595,000	25%	1,094,749	4,248,750	26%
Miscellaneous	123,086	590,390	21%	(96,518)	617,822	-16%
Community Sponsored Organizations	52,897	434,500	12%	35,074	694,500	5%
Capital Outlay	11,178	183,500	6%	-	598,372	0%
Contingencies	-	69,600	0%	30,866	120,000	26%
Expenses Total	31,792,281	117,890,987	27%	35,438,598	127,737,614	28%

Salary and Benefits are slightly over budget through March. The budget planned for a 4.5% increase for all employees and included a 4% reduction to account for city-wide vacancies. In January, the City reached an agreement with the Police Department that has resulted in an 18% increase for Police Officer salaries and 14% increase to Sergeant salaries in 2023. Negotiations with Fire were finalized in March with a 11% increase for Firefighters. The AFSCME contract is still being finalized that will also likely result in wage increases higher than budgeted levels.

Through March 31, 2023, Police spent 24% of budget for overtime, and Fire spent 25% of the annual budget.

Overtime Expenses	2022 Actual	2023 Budget	2023 YTD	% Budget
Police	\$1,570,628	\$ 1,566,349	\$377,702	24%
Fire	\$950,226	\$ 959,956	\$241,933	25%

Enterprise Funds

Parking Fund revenues and expenses through March 31, 2023, are at 20%

Through March 31, 2023, overall the Water Fund operating revenues and expenses are in line with the budget. Capital projects funded by IEPA loans have begun. These projects are budgeted in Other Revenue and expenses in Capital Outlay. One concern is the fact that 2023 GO Bonds have not been issued for projects planned in this fund. These projects have been drawing on the existing fund balance until these bonds are issued.

Through March 31, 2023, the Sewer & Solid Waste Funds operating revenues and expenses came in below budget.

Other Funds

Through March 31, 2023, the SSA #9 Fund is showing a fund and cash balance of \$218,666 There was a February 2023 transfer from the General Fund to SSA #9 in the amount of \$206,750.

Through March 31, 2023, the Capital Improvements Fund is showing a fund balance of \$1,462,395 and a cash balance of \$8,776,005. The fund continues to spend down Series 2021 and Series 2020 bond

proceeds. The fund saw a significant decrease in fund balance due to the booking of expenses for projects that have been completed, but invoices not received from IDOT as well as deferred issuance of 2022 and 2023 GO Bonds.


Through March 31, 2023, the Crown Construction fund is showing fund and cash balance of \$5,130,381. The fund continues to spend down balances from bond proceeds and gifts from the Friends of Robert Crown.

Through March 31, 2023, the Insurance Fund is showing a negative fund balance of \$4,493,686 and a negative cash balance of \$2,302,167. Fund balance is significantly lower than cash balance due to accrued liabilities for pending litigations.

If there are any questions on the attached report, please contact me by phone at (847) 448-8082 or by email: hdesai@cityofevanston.org. Detailed fund summary reports can be found at: <http://www.cityofevanston.org/city-budget/financial-reports/>.

CERTIFICATION OF ATTACHED FINANCIAL REPORTS

As required per Illinois Statute 65 ILCS 5/3.1-35-45 I, Hitesh Desai, Treasurer of the City of Evanston, hereby affirm that I have reviewed the March 31, 2023 year-to-date financial information and reports which to the best of my knowledge appear accurate and complete.



Hitesh Desai, Treasurer

Funds	2022 Actual YTD	2022 Budget	% of Budget	2023 Actual YTD	2023 Budget	% of Budget
100 GENERAL FUND						
Revenue						
Other Taxes	15,320,144	51,925,000	30%	14,988,523	56,570,000	26%
Property Taxes	15,096,080	28,774,164	52%	7,862,433	29,047,402	27%
Charges for Services	3,103,603	8,491,325	37%	3,490,620	8,785,075	40%
Intergovernmental Revenue	2,389,698	5,961,342	40%	776,806	3,116,184	25%
Interfund Transfers	2,193,927	8,775,706	25%	1,933,485	7,733,949	25%
Other Revenue	1,904,782	2,118,100	90%	263,705	11,254,054	2%
Licenses, Permits and Fees	1,883,002	8,085,550	23%	2,204,703	7,543,450	29%
Fines and Forfeitures	875,602	3,723,500	24%	744,959	3,632,500	21%
Interest Income	8,974	55,000	16%	341,909	55,000	622%
Revenue Total	42,775,812	117,909,687	36%	32,607,144	127,737,614	26%
Expenses						
13 CITY COUNCIL	132,086	579,384	23%	136,670	658,324	21%
14 CITY CLERK	50,774	343,573	15%	90,877	360,108	25%
15 CITY MANAGER'S OFFICE	1,133,922	6,232,882	18%	1,477,389	8,143,075	18%
17 LAW	183,388	970,341	19%	219,047	988,558	22%
19 ADMINISTRATIVE SERVICES	2,298,285	11,449,183	20%	2,832,824	12,537,670	23%
21 COMMUNITY DEVELOPMENT	668,180	4,488,317	15%	892,192	4,183,421	21%
22 POLICE	6,475,113	29,280,598	22%	8,956,000	29,214,097	31%
23 FIRE MGMT & SUPPORT	4,046,501	16,823,272	24%	4,765,844	18,689,924	25%
24 HEALTH	425,085	1,453,836	29%	473,669	1,413,058	34%
30 PARKS AND RECREATION	1,843,476	12,101,740	15%	2,220,540	12,751,313	17%
40 PUBLIC WORKS AGENCY	3,125,051	13,444,799	23%	3,179,180	13,708,631	23%
99 NON-DEPARTMENTAL	11,410,420	20,723,062	55%	10,194,367	25,089,436	41%
Expenses Total	31,792,281	117,890,987	27%	35,438,598	127,737,614	28%

Funds	2022 Actual YTD	2022 Budget	% of Budget	2023 Actual YTD	2023 Budget	% of Budget
170 AMERICAN RESCUE PLAN						
Revenue						
Interest Income	3,262	-		334,943	-	
Intergovernmental Revenue	-	21,586,827	0%	-	-	
Revenue Total	3,262	21,586,827	0%	334,943	-	
Expenses						
Interfund Transfers	2,037,500	8,150,000	25%	-	2,600,000	0%
Salary and Benefits				12,180	-	
Insurance and Other Chargebacks				-	850,000	0%
Services and Supplies	-	-		42,789	-	
Capital Outlay				77,963	800,000	10%
Miscellaneous	-	22,250,000	0%	171,177	18,500,000	1%
Expenses Total	2,037,500	30,400,000	7%	304,109	22,750,000	1%
175 GENERAL ASSISTANCE FUND						
Revenue						
Property Taxes	692,622	1,300,000	53%	348,672	1,300,000	27%
Other Revenue	25,713	27,500	94%	-	27,500	0%
Interest Income	319	1,000	32%	8,719	1,000	872%
Revenue Total	718,654	1,328,500	54%	357,391	1,328,500	27%
Expenses						
Services and Supplies	130,158	864,482	15%	135,743	864,482	16%
Salary and Benefits	108,696	469,871	23%	130,471	469,278	28%
Contingencies				-	19,460	0%
Miscellaneous	-	7,000	0%	1,500	7,000	21%
Expenses Total	238,854	1,341,353	18%	267,713	1,360,220	20%

Funds	2022 Actual YTD	2022 Budget	% of Budget	2023 Actual YTD	2023 Budget	% of Budget
176 HUMAN SERVICES FUND						
Revenue						
Property Taxes	1,550,000	3,110,000	50%	777,500	3,110,000	25%
Intergovernmental Revenue	80,005	194,000	41%	11,720	114,000	10%
Interest Income	780	-		7,981	-	
Other Revenue	-	2,000	0%	8,000	2,000	400%
Revenue Total	1,630,785	3,306,000	49%	805,201	3,226,000	25%
Expenses						
Salary and Benefits	333,318	1,705,820	20%	468,405	2,296,809	20%
Community Sponsored Organizations	26,700	143,333	19%	-	60,000	0%
Miscellaneous	22,250	258,000	9%	38,188	213,000	18%
Services and Supplies	20,270	1,761,183	1%	6,391	1,804,973	0%
Contingencies				-	76,476	0%
Expenses Total	402,538	3,868,336	10%	512,984	4,451,258	12%
177 REPARATIONS FUND						
Revenue						
Other Revenue	2,925	-		433	-	
Interest Income	129	-		2,732	-	
Other Taxes	-	400,000	0%	648,784	3,400,000	19%
Revenue Total	3,054	400,000	1%	651,949	3,400,000	19%
Expenses						
Services and Supplies	596	-		525	-	
Miscellaneous	-	400,000	0%	48,028	3,400,000	1%
Expenses Total	596	400,000	0%	48,554	3,400,000	1%
178 SUSTAINABILITY FUND						
Revenue						
Interest Income				2,295	-	
Licenses, Permits and Fees				124,816	500,000	25%
Interfund Transfers				50,001	700,000	7%
Revenue Total				177,113	1,200,000	15%
Expenses						
Services and Supplies				15,337	546,000	3%
Salary and Benefits				-	256,893	0%
Expenses Total				15,337	802,893	2%

Funds	2022 Actual YTD	2022 Budget	% of Budget	2023 Actual YTD	2023 Budget	% of Budget
180 GOOD NEIGHBOR FUND						
Revenue						
Interest Income	302	-		4,672	-	
Revenue Total	302	-		4,672	-	
Expenses						
Services and Supplies	130	-		49	-	
Miscellaneous	-	1,000,000	0%	150,000	-	
Capital Outlay				75,000	-	
Interfund Transfers	-	-		-	85,000	0%
Expenses Total	130	1,000,000	0%	225,049	85,000	265%
185 LIBRARY FUND						
Revenue						
Property Taxes	3,834,457	7,252,000	53%	1,932,284	7,535,472	26%
Other Revenue	114,461	410,000	28%	52,511	405,000	13%
Library Revenue	16,183	174,800	9%	22,263	155,394	14%
Intergovernmental Revenue	9,212	472,866	2%	27,100	209,866	13%
Interest Income	1,313	15,000	9%	41,945	21,600	194%
Charges for Services	106	-		86	400	21%
Interfund Transfers	-	217,911	0%	-	250,000	0%
Licenses, Permits and Fees	-	115,767	0%			
Revenue Total	3,975,733	8,658,344	46%	2,076,188	8,577,732	24%
Expenses						
Salary and Benefits	1,112,438	6,132,692	18%	1,438,471	6,116,078	24%
Services and Supplies	332,720	2,136,767	16%	379,467	2,247,673	17%
Interfund Transfers	94,913	379,653	25%	76,329	305,325	25%
Miscellaneous	51,972	-				
Capital Outlay	-	8,500	0%	-	1,500	0%
Contingencies				-	277,466	0%
Expenses Total	1,592,043	8,657,612	18%	1,894,268	8,948,042	21%
186 LIBRARY DEBT SERVICE FUND						
Revenue						
Property Taxes	253,313	506,625	50%	-	507,913	0%
Revenue Total	253,313	506,625	50%	-	507,913	0%
Expenses						
Debt Service	-	506,625	0%	-	507,913	0%
Expenses Total	-	506,625	0%	-	507,913	0%

Funds	2022 Actual YTD	2022 Budget	% of Budget	2023 Actual YTD	2023 Budget	% of Budget
187 LIBRARY CAPITAL IMPROVEMENT FD						
Revenue						
Other Revenue	-	480,000	0%	-	950,000	0%
Revenue Total	-	480,000	0%	-	950,000	0%
Expenses						
Capital Outlay	-	680,000	0%	228,374	950,000	24%
Expenses Total	-	680,000	0%	228,374	950,000	24%
200 MOTOR FUEL TAX FUND						
Revenue						
Intergovernmental Revenue	1,523,435	3,656,700	42%	799,534	2,700,000	30%
Interest Income	2,217	12,000	18%	50,210	12,000	418%
Revenue Total	1,525,652	3,668,700	42%	849,744	2,712,000	31%
Expenses						
Services and Supplies	323,873	1,038,000	31%	169,794	1,038,000	16%
Interfund Transfers	261,247	1,044,987	25%	-	-	-
Capital Outlay	33,560	3,261,000	1%	-	2,778,600	0%
Salary and Benefits	-	-	-	-	325,000	0%
Expenses Total	618,679	5,343,987	12%	169,794	4,141,600	4%
205 EMERGENCY TELEPHONE (E911) FUND						
Revenue						
Other Taxes	365,588	1,400,000	26%	240,888	1,400,000	17%
Interest Income	325	7,000	5%	6,472	7,000	92%
Revenue Total	365,914	1,407,000	26%	247,360	1,407,000	18%
Expenses						
Salary and Benefits	171,439	768,616	22%	186,202	726,389	26%
Services and Supplies	43,773	393,700	11%	141,091	355,000	40%
Capital Outlay	23,780	450,000	5%	29,616	450,000	7%
Interfund Transfers	22,500	90,000	25%	22,500	90,000	25%
Insurance and Other Chargebacks	4,558	18,230	25%	4,785	19,142	25%
Contingencies	-	-	-	-	31,669	0%
Expenses Total	266,050	1,720,546	15%	384,195	1,672,200	23%

Funds	2022 Actual YTD	2022 Budget	% of Budget	2023 Actual YTD	2023 Budget	% of Budget
210 SPECIAL SERVICE AREA (SSA) #9						
Revenue						
Property Taxes	312,970	595,000	53%	211,588	595,000	36%
Interest Income				315	-	
Interfund Transfers				206,750	206,750	100%
Revenue Total	312,970	595,000	53%	418,653	801,750	52%
Expenses						
Services and Supplies	-	575,000	0%	-	575,000	0%
Expenses Total	-	575,000	0%	-	575,000	0%
215 CDBG FUND						
Revenue						
Interest Income	30	-		593	-	
Intergovernmental Revenue	-	3,684,820	0%	-	3,629,000	0%
Revenue Total	30	3,684,820	0%	593	3,629,000	0%
Expenses						
Salary and Benefits	86,219	589,422	15%	111,681	676,384	17%
Community Sponsored Organizations	69,528	75,000	93%	-	75,000	0%
Services and Supplies	3,723	506,200	1%	4,818	307,200	2%
Miscellaneous	216	2,515,000	0%	7,701	2,576,376	0%
Capital Outlay				65,527	-	
Contingencies				-	26,075	0%
Expenses Total	159,685	3,685,622	4%	189,727	3,661,035	5%
220 CDBG LOAN FUND						
Revenue						
Other Revenue	51,551	100,000	52%	9,691	100,000	10%
Interest Income	157	-		5,026	-	
Revenue Total	51,708	100,000	52%	14,717	100,000	15%
Expenses						
Services and Supplies	-	175,000	0%	-	325,000	0%
Expenses Total	-	175,000	0%	-	325,000	0%
235 NEIGHBORHOOD IMPROVEMENT						
Revenue						
Interest Income	7	-		142	-	
Revenue Total	7	-		142	-	
Expenses						
Services and Supplies	3	-		1	-	
Expenses Total	3	-		1	-	

Funds	2022 Actual YTD	2022 Budget	% of Budget	2023 Actual YTD	2023 Budget	% of Budget
240 HOME FUND						
Revenue						
Intergovernmental Revenue	164,704	540,453	30%	-	650,000	0%
Other Revenue	7,185	25,000	29%	6,846	25,000	27%
Interest Income	16	150	10%	313	150	209%
Revenue Total	171,905	565,603	30%	7,159	675,150	1%
Expenses						
Services and Supplies	202,322	500,565	40%	605	582,266	0%
Salary and Benefits	14,658	70,681	21%	13,886	65,798	21%
Contingencies	-	-	-	-	4,774	0%
Miscellaneous	-	500	0%	-	2,000	0%
Expenses Total	216,980	571,746	38%	14,491	654,838	2%
250 AFFORDABLE HOUSING FUND						
Revenue						
Other Revenue	31,667	140,600	23%	32,500	130,600	25%
Interest Income	1,265	5,700	22%	28,858	4,500	641%
Other Taxes	-	75,000	0%	-	50,000	0%
Intergovernmental Revenue	-	658,000	0%	-	145,000	0%
Revenue Total	32,931	879,300	4%	61,358	330,100	19%
Expenses						
Salary and Benefits	41,474	180,075	23%	16,706	130,126	13%
Community Sponsored Organizations	26,756	166,000	16%	-	166,000	0%
Services and Supplies	24,579	2,065,050	1%	155,333	1,565,000	10%
Miscellaneous	2,932	67,500	4%	590	53,500	1%
Capital Outlay	-	10,000	0%	-	-	-
Insurance and Other Chargebacks	-	17,000	0%	-	12,000	0%
Expenses Total	95,741	2,505,625	4%	172,629	1,926,626	9%

Funds	2022 Actual YTD	2022 Budget	% of Budget	2023 Actual YTD	2023 Budget	% of Budget
320 DEBT SERVICE FUND						
Revenue						
Property Taxes	7,520,329	13,436,256	56%	3,617,887	12,878,258	28%
Interfund Transfers	566,760	2,267,041	25%	579,744	2,918,969	20%
Interest Income	2,063	1,500	138%	34,236	10,000	342%
Other Revenue	-	-				
Revenue Total	8,089,152	15,704,797	52%	4,231,867	15,807,227	27%
Expenses						
Miscellaneous	13,440	-		(6,582)	-	
Services and Supplies				8	6,600	0%
Debt Service	-	15,690,075	0%	-	15,797,123	0%
Expenses Total	13,440	15,690,075	0%	(6,574)	15,803,723	0%
330 HOWARD-RIDGE TIF FUND						
Revenue						
Property Taxes	653,024	1,100,000	59%	100,380	1,100,000	9%
Other Revenue	11,842	5,366	221%	14,000	5,000	280%
Interest Income	1,009	400	252%	21,198	10,000	212%
Revenue Total	665,875	1,105,766	60%	135,578	1,115,000	12%
Expenses						
Interfund Transfers	99,528	398,113	25%	98,979	395,913	25%
Services and Supplies	1,152	265,000	0%	14,732	250,000	6%
Capital Outlay	-	785,000	0%	10,000	785,000	1%
Miscellaneous				122,367	-	
Expenses Total	100,680	1,448,113	7%	246,078	1,430,913	17%
335 WEST EVANSTON TIF FUND						
Revenue						
Property Taxes	835,647	1,450,000	58%	405,258	1,450,000	28%
Interest Income	446	4,000	11%	25,447	5,000	509%
Other Revenue	-	11,000	0%	-	10,000	0%
Revenue Total	836,092	1,465,000	57%	430,705	1,465,000	29%
Expenses						
Interfund Transfers	18,750	75,000	25%	18,750	75,000	25%
Services and Supplies	1,701	5,000	34%	9,986	5,000	200%
Capital Outlay	-	1,765,000	0%	-	3,660,000	0%
Miscellaneous	-	200,000	0%	560,000	200,000	280%
Expenses Total	20,451	2,045,000	1%	588,736	3,940,000	15%

Funds	2022 Actual YTD	2022 Budget	% of Budget	2023 Actual YTD	2023 Budget	% of Budget
340 DEMPSTER-DODGE TIF FUND						
Revenue						
Property Taxes	155,622	160,000	97%	-	180,000	0%
Interest Income	43	-		3,807	1,000	381%
Revenue Total	155,665	160,000	97%	3,807	181,000	2%
Expenses						
Interfund Transfers	42,958	171,833	25%	43,620	174,483	25%
Services and Supplies	26	2,000	1%	4,991	2,000	250%
Expenses Total	42,985	173,833	25%	48,611	176,483	28%
345 CHICAGO-MAIN TIF						
Revenue						
Property Taxes	601,259	1,000,000	60%	523,704	1,000,000	52%
Interest Income	132	-		16,340	2,500	654%
Other Revenue				-	1,880,000	0%
Revenue Total	601,391	1,000,000	60%	540,043	2,882,500	19%
Expenses						
Interfund Transfers	66,191	264,763	25%	67,839	271,355	25%
Capital Outlay	25,341	1,090,000	2%	3,178	2,469,000	0%
Services and Supplies	29	5,000	1%	9,984	5,000	200%
Miscellaneous	-	250,000	0%	-	250,000	0%
Expenses Total	91,561	1,609,763	6%	81,001	2,995,355	3%
350 SPECIAL SERVICE AREA (SSA) #6						
Revenue						
Property Taxes	118,882	221,000	54%	73,448	221,000	33%
Interest Income	2	-		2,228	250	891%
Revenue Total	118,884	221,000	54%	75,676	221,250	34%
Expenses						
Services and Supplies	-	221,000	0%	(117,144)	220,000	-53%
Expenses Total	-	221,000	0%	(117,144)	220,000	-53%
355 SPECIAL SERVICE AREA (SSA) #7						
Revenue						
Property Taxes	76,403	142,000	54%	34,500	142,000	24%
Interest Income	11	-		494	200	247%
Revenue Total	76,413	142,000	54%	34,994	142,200	25%
Expenses						
Services and Supplies	-	140,000	0%	-	140,000	0%
Expenses Total	-	140,000	0%	-	140,000	0%

Funds	2022 Actual YTD	2022 Budget	% of Budget	2023 Actual YTD	2023 Budget	% of Budget
360 SPECIAL SERVICE AREA (SSA) #8						
Revenue						
Property Taxes	30,167	60,200	50%	12,532	60,200	21%
Interest Income	-	-		196	-	
Revenue Total	30,167	60,200	50%	12,728	60,200	21%
Expenses						
Services and Supplies	-	60,200	0%	-	60,200	0%
Expenses Total	-	60,200	0%	-	60,200	0%
365 FIVE FIFTH TIF FUND						
Expenses						
Capital Outlay				131,410	-	
Services and Supplies				4,990	100,000	5%
Miscellaneous				2,537	-	
Expenses Total				138,937	100,000	139%
415 CAPITAL IMPROVEMENTS FUND						
Revenue						
Other Revenue	72,853	12,253,000	1%	24,745	17,350,000	0%
Charges for Services	5,903	-				
Interest Income	5,562	-		49,360	-	
Intergovernmental Revenue				-	4,592,500	0%
Interfund Transfers				-	85,000	0%
Revenue Total	84,318	12,253,000	1%	74,105	22,027,500	0%
Expenses						
Services and Supplies	236,443	-		176,154	-	
Miscellaneous	39,569	-		(32,801)	-	
Capital Outlay	10,577	16,455,000	0%	364,352	22,492,500	2%
Salary and Benefits	-	-				
Expenses Total	286,590	16,455,000	2%	507,705	22,492,500	2%

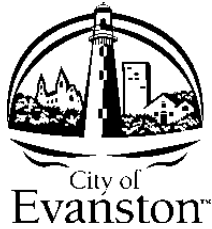
Funds	2022 Actual YTD	2022 Budget	% of Budget	2023 Actual YTD	2023 Budget	% of Budget
416 CROWN CONSTRUCTION FUND						
Revenue						
Interest Income	3,072	-		62,919	10,000	629%
Other Revenue	-	1,000,000	0%	-	1,000,000	0%
Revenue Total	3,072	1,000,000	0%	62,919	1,010,000	6%
Expenses						
Interfund Transfers	225,000	900,000	25%	236,250	945,000	25%
Capital Outlay	2,255	800,000	0%	-	200,000	0%
Services and Supplies	15	-		15	-	
Miscellaneous				1,604	-	
Expenses Total	227,270	1,700,000	13%	237,869	1,145,000	21%
417 CROWN COMMUNITY CTR MAINTENANCE						
Revenue						
Interfund Transfers	43,750	175,000	25%	43,749	175,000	25%
Revenue Total	43,750	175,000	25%	43,749	175,000	25%
Expenses						
Capital Outlay	23,076	-		-	175,000	0%
Expenses Total	23,076	-		-	175,000	0%
420 SPECIAL ASSESSMENT FUND						
Revenue						
Other Taxes	46,823	125,000	37%	91,066	125,000	73%
Interest Income	4,942	30,000	16%	16,440	30,000	55%
Revenue Total	51,765	155,000	33%	107,507	155,000	69%
Expenses						
Interfund Transfers	116,235	464,938	25%	113,838	455,360	25%
Capital Outlay	11,440	650,000	2%	-	375,000	0%
Services and Supplies	15	-		15	-	
Expenses Total	127,690	1,114,938	11%	113,853	830,360	14%

Funds	2022 Actual YTD	2022 Budget	% of Budget	2023 Actual YTD	2023 Budget	% of Budget
505 PARKING SYSTEM FUND						
Revenue						
Charges for Services	1,743,809	8,873,975	20%	1,898,657	8,308,975	23%
Intergovernmental Revenue	575,000	2,300,000	25%	-	1,100,000	0%
Other Revenue	69,983	486,700	14%	99,066	486,700	20%
Interest Income	1,428	20,000	7%	15,340	20,000	77%
Revenue Total	2,390,220	11,680,675	20%	2,013,063	9,915,675	20%
Expenses						
Services and Supplies	874,126	4,550,316	19%	949,406	4,340,316	22%
Interfund Transfers	783,098	3,132,390	25%	783,096	3,132,390	25%
Salary and Benefits	325,365	1,637,273	20%	389,116	1,649,107	24%
Insurance and Other Chargebacks	87,875	351,502	25%	92,268	369,077	25%
Capital Outlay	78,800	2,025,000	4%	-	1,600,000	0%
Miscellaneous	5,182	50,000	10%	(2,538)	50,000	-5%
Contingencies	-	-	-	-	67,432	0%
Debt Service	-	72,900	0%	-	76,150	0%
Expenses Total	2,154,446	11,819,381	18%	2,211,348	11,284,472	20%
510 WATER FUND						
Revenue						
Charges for Services	5,147,699	23,443,200	22%	5,194,572	24,378,734	21%
Other Revenue	334,776	29,834,150	1%	2,783,356	51,039,150	5%
Interest Income	24,304	70,000	35%	59,837	70,000	85%
Licenses, Permits and Fees	19,477	50,000	39%	(1,700)	50,000	-3%
Revenue Total	5,526,255	53,397,350	10%	8,036,065	75,537,884	11%
Expenses						
Interfund Transfers	2,168,312	4,229,559	51%	1,057,392	4,229,559	25%
Salary and Benefits	1,349,760	6,004,605	22%	1,526,370	6,835,566	22%
Services and Supplies	524,440	5,347,760	10%	612,831	5,908,008	10%
Insurance and Other Chargebacks	396,461	1,585,843	25%	416,569	1,665,135	25%
Miscellaneous	130,543	15,000	870%	(45,867)	15,000	-306%
Contingencies	-	1,000	0%	-	275,576	0%
Capital Outlay	-	164,400	0%	-	388,400	0%
Debt Service	-	3,596,365	0%	-	4,072,486	0%
Expenses Total	4,569,516	20,944,532	22%	3,567,294	23,389,730	15%

Funds	2022 Actual YTD	2022 Budget	% of Budget	2023 Actual YTD	2023 Budget	% of Budget
513 WATER DEPR IMPRV & EXTENSION FUND						
Expenses						
Services and Supplies	88,779	3,465,000	3%	17,341	11,700	148%
Capital Outlay	-	33,036,000	0%	27,700	57,780,500	0%
Interfund Transfers	(1,110,923)	-				
Expenses Total	(1,022,144)	36,501,000	-3%	45,041	57,792,200	0%
515 SEWER FUND						
Revenue						
Charges for Services	2,053,730	10,113,594	20%	1,965,349	10,240,424	19%
Interest Income	611	25,000	2%	15,687	25,000	63%
Other Revenue	-	2,001,000	0%	-	1,000	0%
Revenue Total	2,054,341	12,139,594	17%	1,981,036	10,266,424	19%
Expenses						
Debt Service	624,753	3,772,691	17%	624,753	3,809,232	16%
Salary and Benefits	309,751	1,383,914	22%	327,944	1,330,068	25%
Interfund Transfers	217,791	871,164	25%	220,965	883,858	25%
Insurance and Other Chargebacks	88,048	352,190	25%	92,451	369,800	25%
Miscellaneous	34,226	1,500	2282%	(16,761)	1,500	-1117%
Services and Supplies	23,236	1,471,800	2%	(70,304)	1,750,300	-4%
Contingencies	-	-		-	56,511	0%
Capital Outlay	-	3,538,100	0%	54,957	3,050,700	2%
Expenses Total	1,297,805	11,391,359	11%	1,234,005	11,251,969	11%
520 SOLID WASTE FUND						
Revenue						
Charges for Services	1,077,303	4,516,450	24%	1,036,412	4,669,000	22%
Property Taxes	666,250	1,332,500	50%	333,125	1,332,500	25%
Licenses, Permits and Fees	99,018	297,000	33%	93,743	389,000	24%
Other Revenue	93,401	122,000	77%	50,817	122,000	42%
Revenue Total	1,935,972	6,267,950	31%	1,514,097	6,512,500	23%
Expenses						
Services and Supplies	670,188	3,786,776	18%	765,902	3,935,115	19%
Salary and Benefits	329,116	1,492,909	22%	395,085	1,582,205	25%
Interfund Transfers	75,500	302,000	25%	80,499	322,000	25%
Miscellaneous	5,873	15,000	39%	1,540	15,000	10%
Capital Outlay	4,209	525,000	1%	11,686	525,000	2%
Contingencies	-	-		-	69,205	0%
Expenses Total	1,084,886	6,121,685	18%	1,254,713	6,448,525	19%

Funds	2022 Actual YTD	2022 Budget	% of Budget	2023 Actual YTD	2023 Budget	% of Budget
600 FLEET SERVICES FUND						
Revenue						
Charges for Services	776,860	3,127,440	25%	811,107	3,244,440	25%
Other Revenue	4,969	69,000	7%	-	69,000	0%
Interest Income	-	1,000	0%	-	1,000	0%
Revenue Total	781,829	3,197,440	24%	811,107	3,314,440	24%
Expenses						
Services and Supplies	509,541	2,034,507	25%	449,619	2,044,557	22%
Salary and Benefits	265,822	1,276,621	21%	355,143	1,364,942	26%
Insurance and Other Chargebacks	900	-		-	-	
Capital Outlay				-	-	
Contingencies				-	52,480	0%
Expenses Total	776,263	3,311,128	23%	804,762	3,461,979	23%
601 EQUIPMENT REPLACEMENT FUND						
Revenue						
Intergovernmental Revenue	400,000	1,600,000	25%	-	1,500,000	0%
Charges for Services	56,221	224,885	25%	188,721	754,885	25%
Other Revenue	-	960,217	0%	263	25,000	1%
Interest Income				5,691	-	
Revenue Total	456,221	2,785,102	16%	194,675	2,279,885	9%
Expenses						
Capital Outlay	1,187,197	2,750,000	43%	183,679	2,700,000	7%
Services and Supplies				59	-	
Expenses Total	1,187,197	2,750,000	43%	183,738	2,700,000	7%

Funds	2022 Actual YTD	2022 Budget	% of Budget	2023 Actual YTD	2023 Budget	% of Budget
605 INSURANCE FUND						
Revenue						
Other Revenue	2,543,029	11,248,243	23%	2,609,601	11,448,112	23%
Insurance	2,075,664	8,827,914	24%	2,354,954	9,444,453	25%
Workers Compensation and Liability	188,000	825,000	23%	537,727	862,500	62%
Charges for Services	2,387	-				
Revenue Total	4,809,080	20,901,157	23%	5,502,282	21,755,065	25%
Expenses						
Insurance and Other Chargebacks	4,236,936	16,957,400	25%	3,926,018	16,765,000	23%
Services and Supplies	1,474,208	2,994,200	49%	1,525,220	3,244,200	47%
Salary and Benefits	36,441	4,751	767%	25,293	4,287	590%
Expenses Total	5,747,585	19,956,351	29%	5,476,530	20,013,487	27%



Memorandum

To: Honorable Mayor and Members of the City Council
From: Elizabeth Williams, Planning & Zoning Manager
Subject: Weekly Zoning Report
Date: April 28, 2023

Enclosed is the weekly report of zoning applications received and pending. The report, organized by ward, includes the property address, zoning district, the type of application submitted, a description of the project, date received, and current status.

Please contact me at (224) 296-4489 or ewilliams@cityofevanston.org if you have any questions or need additional information.

Cases Received and Pending, April 20, 2023 - April 26, 2023

Backlog (business days received until reviewed): 9

Volume (number of cases pending staff review): 17

Zoning Reviews

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	1710 Sherman Avenue	D2	Building Permit	Interior renovation (Varsity Theater)	02/08/23	revisions submitted, pending staff review
1	1732 Sherman Avenue	D2	Building Permit	Interior remodel (Jamba Juice)	03/15/23	pending Administrative Review Use review
1	2346 Sherman Avenue	R1	Building Permit	Remove/replace deck	04/11/23	revisions submitted, pending staff review
1	227 Dempster Street	R1	Building Permit	Replace concrete steps	04/13/23	pending staff review
2	1516 Florence Avenue	R3	Building Permit	Paver patio and pergola	06/07/22	pending additional information and revisions from the applicant
2	1326 Hartrey Avenue	R4	Building Permit	Asphalt driveway	09/08/22	pending additional information from the applicant
2	1623 Crain Street	R3	Building Permit	Pergola	09/29/22	non-compliant, pending revisions from the applicant
2	1800 Greenwood Street	R3	Building Permit	New 3-car garage/coach house	11/21/22	non-compliant, pending revisions from the applicant
2	1806 Dempster Street	B1	Building Permit	Interior remodel of existing commercial space	11/23/22	pending submittal of a special use application from the applicant
2	1516 Dempster Street	R3	Building Permit	Additions, demolish existing garage, build new detached garage with ADU	03/10/23	non-compliant, pending revisions and/or variation application from the applicant
2	1613 Greenwood Street	R3	Building Permit	Interior remodel, renovate porches and garage	03/21/23	revisions submitted, pending staff review
2	1114 Florence Avenue	R3	Building Permit	New 2-story 2-bedroom ADU	03/27/23	non-compliant, pending revisions from the applicant
2	1809 Crain Street	R3	Building Permit	New 2-car garage	03/27/23	non-compliant, pending revisions and/or variation application from the applicant
2	1333 Church Street	R1	Building Permit	Remove/replace existing driveway, new brick patio, walk, reset brick border and flagstone areas	03/31/23	pending additional information from the applicant
2	1324 Pitner Avenue	R2	Building Permit	Shed	04/06/23	revisions submitted, pending staff review
2	909 Grey Avenue	R2	Building Permit	Replace garage	04/10/23	non-compliant, pending revisions from the applicant
2	1626 Dempster Street	R3	Building Permit	20x20 detached garage	04/13/23	non-compliant, pending submittal of minor variation application from the applicant
2	817 Brown Avenue	R2	Building Permit	Addition	04/18/23	pending staff review
2	1628 Fowler Avenue	R2	Building Permit	Exterior and interior remodel of 2-flat	04/19/23	pending staff review
2	1122 Hartrey Avenue	R3	Building Permit	Patio	04/26/23	pending staff review
3	1032 Michigan Avenue	R1	Building Permit	Remove portion of walk, new stone patio	06/29/22	non-compliant, pending submittal of minor variation application from the applicant
3	819 Judson Avenue	R5	Building Permit	New 9-unit multi-family dwelling	07/08/22	non-compliant, pending revisions from the applicant

3	1232 Judson Avenue	R1	Building Permit	Replace garage with ADU	04/06/23	pending additional information from the applicant
3	1404 Judson Avenue	R1	Zoning Analysis	Addition and interior remodel to add basement ADU and 2 roomers	04/19/23	pending staff review
3	604 Judson Avenue	R1	Building Permit	Garage	04/20/23	revisions submitted, pending staff review
4	901 Maple Avenue	R5	Building Permit	Roof top canopy	10/26/22	pending additional information from the applicant, DAPR
4	1015 Dempster Street	R5	Building Permit	Patio, steppers, and bluechip area	01/30/23	pending additional information from the applicant
4	1019 Dempster Street	R5	Building Permit	Remove and replace asphalt parking lot	03/24/23	revisions submitted, pending staff review
4	717 Main Street	B2/oDM	Building Permit	Interior remodel of existing commercial space for a massage therapy establishment	03/31/23	pending Administrative Review Use review
4	1118 Elmwood Avenue	R3	Building Permit	Remove concrete walk, install paver walk and patio	04/18/23	revisions submitted, pending staff review
4	1424 Elinor Place	R1	Zoning Analysis	Garage with ADU	04/19/23	pending staff review
4	1122 Maple Avenue	R5	Building Permit	Interior remodel	04/19/23	pending staff review
5	2201 Dewey Avenue	MXE	Building Permit	Remove brick paver walk, install concrete parking pad	05/20/22	pending additional information from the applicant
5	2216 Foster Street	R3	Building Permit	Concrete parking pad	06/25/22	pending additional information from the applicant
5	2216 Foster Street	R3	Building Permit	Pergola	06/30/22	pending additional information from the applicant
5	1819 Hovland Court	R3	Building Permit	Parking pad and driveway	08/27/22	pending additional information from the applicant
5	1920 Asbury Avenue	R5	Building Permit	Rebuild porch	09/22/22	pending additional information from the applicant
5	819 Foster Street	R5	Building Permit	Replace a/c	10/24/22	pending additional information from the applicant
5	1820 Brown Avenue	R3	Building Permit	Install pavers and shed	10/25/22	pending additional information from the applicant
5	1740 Hovland Court	R3	Building Permit	Pavers	12/30/22	pending additional information from the applicant
5	2017 Jackson Avenue	R5	Zoning Analysis	New multiple-family building with 24 dwelling units including 2 affordable units	02/27/23	non-compliant, pending revisions and additional information from the applicant
5	1739 Brown Avenue	R3	Building Permit	New single-family detached residence	03/13/23	non-compliant, pending minor variation application
5	1735 Grey Avenue	R3	Building Permit	Garage	03/28/23	non-compliant, pending revisions from the applicant
5	2124 Foster Street	R3	Building Permit	Shed	04/04/23	pending additional information from the applicant
5	2146 Asbury Avenue	R3	Zoning Analysis	Convert basement to ADU and new rear porch to existing 2-unit dwelling	04/06/23	pending additional information from the applicant
5	1715 McDaniel Avenue	R2	Building Permit	Enlarge porch/deck	04/26/23	pending staff review
6	2417 Thayer Street	R1	Building Permit	Patio	04/02/22	pending revisions from the applicant
6	2634 Lawndale Avenue	R1	Building Permit	Garage	06/10/22	non-compliant, pending revisions from the applicant

6	3700 Glenview Road	R1	Building Permit	Concrete slabs	08/17/22	pending additional information from the applicant
6	2639 Central Park Avenue	R1	Building Permit	Install generator	11/07/22	non-compliant, pending revision from the applicant
6	2632 Gross Point Road	B1a/oCS	Building Permit	Concrete patio (Skarkis)	11/17/22	non-compliant, pending revisions from the applicant
6	2210 Forestview Road	R1	Building Permit	Interior remodel, replace 3-season room with new addition	02/03/23	pending additional information/revisions from the applicant
6	2801 Central Street	B1a/oCS	Building Permit	Replace gravel with concrete to expand driveway	02/20/23	pending additional information from the applicant
6	2649 Crawford Avenue	R2	Zoning Analysis	1-car garage or carport	03/07/23	pending additional information/revisions from the applicant
6	2625 Elgin Road	R1	Building Permit	Detached garage	03/09/23	revisions submitted, pending staff review
6	3440 Thayer Street	R2	Building Permit	New detached garage	03/21/23	non-compliant, pending minor variation application from the applicant
6	2311 Prospect Avenue	R1	Building Permit	Brick patio	03/28/23	revisions submitted, pending staff review
6	3320 Harrison Street	R1	Zoning Analysis	Detached garage	03/31/23	revisions submitted, pending staff review
6	2010 Bennett Avenue	R1	Building Permit	Shed	04/13/23	pending additional information from the applicant
6	2617 Thayer Street	R1	Building Permit	Paver patio	04/18/23	revisions submitted, pending staff review
6	2960 Colfax Street	R1	Building Permit	Remove/replace driveway	04/20/23	pending staff review
6	2440 Prospect Avenue	R1	Zoning Analysis	2-car attached garage	04/24/23	pending staff review
6	2315 Marcy Avenue	R1	Building Permit	Replace walk and garage apron, regrade rear yard	04/26/23	pending staff review
7	1219 Noyes Street	R1	Building Permit	Shed	05/26/22	pending additional information from the applicant
7	1130 Colfax Street	R1	Building Permit	Kitchen remodel, convert garage to sitting room, deck	06/14/22	non-compliant, pending revisions from the applicant
7	2202 Hartrey Avenue	R1	Building Permit	Paver patio	07/09/22	pending additional information/revisions from the applicant
7	2129 Pioneer Road	R1	Building Permit	Shed	09/13/22	pending revisions from the applicant
7	2636 Green Bay Road	C2/oCSC, R4	Zoning Analysis	Planned Development, new 5-story multi-family dwelling with 51 dwellings, parking and 3 new 4-story townhomes along Prairie Avenue	10/18/22	pending additional information from the applicant
7	2653 Broadway Avenue	R1	Building Permit	Garage	11/09/22	revisions submitted, pending staff review
7	2122 Noyes street	R1	Building Permit	2nd story addition	02/17/23	non-compliant, pending minor variation application from the applicant
7	12 Milburn Park	R1	Building Permit	Expand sport court, new terraces	02/21/23	pending additional information from the applicant
7	2742 Garrison Avenue	R1	Building Permit	2-story addition, demolish existing 1-car detached garage and construct new 1-car detached garage, remove patio	03/13/23	revisions submitted, pending staff review
7	2214 Grant Street	R1	Building Permit	Mini split inverter system	03/28/23	pending additional information from the applicant

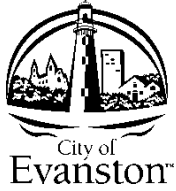
7	2637 Stewart Avenue	R1	Building Permit	Convert multi-family dwelling to single-family dwelling, new porch, and addition	03/30/23	revisions submitted, pending staff review
7	1701 Central Street	B1a/oCS	Building Permit	Interior remodel of existing commercial space for a massage therapy establishment	03/31/23	pending Administrative Review Use review
7	1225 Grant Street	R1	Building Permit	Deck and paver patio	04/13/23	revisions submitted, pending staff review
7	1918 Noyes Street	R1	Building Permit	2 shipping container homes	04/14/23	non-compliant, pending revisions from the applicant
7	2415 Pioneer Road	R1	Building Permit	Replace deck	04/18/23	pending staff review
7	1999 Campus Drive	U3	Building Permit	Plaza, covered platform, ADA and electric vehicle parking spaces (NU - east lawn)	04/21/23	pending staff review
7	722 Clinton Place	R1	Building Permit	Enlarge deck and replace decking	04/26/23	pending staff review
8	1314 Brummel Street	R4	Building Permit	Concrete pad	07/28/22	pending additional information from the applicant
8	713 Case Street	R5	Building Permit	Patio	08/09/22	non-compliant, pending revisions from the applicant
8	2021 Autobarn Place, Unit C	I2	Building Permit	Interior remodel for new offices and food production (Whole and Free Foods)	11/16/22	pending revisions from the applicant
8	2102 Dobson Street	R2	Building Permit	New garage	11/21/22	non-compliant, pending revisions from the applicant
8	2201 Autobarn Place	I2	Zoning Analysis	2 signs for Autobarn Nissan	01/09/23	pending additional information from the applicant
8	100 Chicago Avenue	B3	Building Permit	Interior remodel for a cannabis dispensary and bakery with seating	04/12/23	pending special use application
8	323 Ashland Avenue	R1	Building Permit	Remove deck, install paver patio and walk	04/19/23	pending staff review
9	2224 Cleveland Street	I1	Building Permit	Pave over gravel parking lot	06/15/22	pending additional information from the applicant
9	822 Wesley Avenue	R3	Building Permit	Install 12 antennas and cabinets	06/21/22	non-compliant, pending revisions from the applicant
9	1224 Washington Street	R3	Building Permit	Replace brick patio with pavers	10/07/22	pending additional information and revisions from the applicant
9	732 Ridge Avenue	R2	Building Permit	Roof mounted solar panels	02/10/23	pending additional information from the applicant
9	822 South Boulevard	R1	Building Permit	Detached garage	03/07/23	pending revisions from the applicant
9	910 Monroe Street	R1	Building Permit	New porch, replace roof, install siding, and replace windows	03/21/23	revisions submitted, pending staff review
9	2017 Seward Street	R2	Building Permit	Mudroom addition, covering deck	03/29/23	pending additional information from the applicant
9	710 Madison Street	R2	Zoning Analysis	Front porch	04/24/23	pending additional information from the applicant

Pending building permit and zoning analysis reviews older than 6 months where there has not been activity are periodically removed from the zoning report.

Miscellaneous Zoning Cases

Ward	Property Address	Zoning	Type	Project Description	Received	Status
1	1621 Chicago Avenue	D4	Planned Development	15-story mixed-use building with ground floor retail, 140 dwelling units, and 57 parking spaces in an enclosed parking garage	12/28/22	pending P&D, date to be determined

1	710 Church Street	D3	Special Use	Special use for a Resale Establishment	02/14/23	pending additional information from the applicant
2	1806 Dempster Street	B1	Special Use	Special use for a Type-2 Restaurant	04/13/23	pending additional information from the applicant, LUC 05/24/23
3	504 South Boulevard	R4	Planned Development	New 5-story multi-family mixed-income building with 60 dwelling units	04/13/23	pending additional information from the applicant
4	620 Grove Street	D2	Special Use	Convenience Store	07/25/22	pending new application from the applicant
4	1566 Oak Street	R6	Special Use	Special Use for a Rooming House (Connections for the Homeless, Margarita Inn)	09/28/22	pending CC 05/08/23
4	1555 Oak Avenue	R6	Special Use	Special Use with use determination to LUC for an Apartment Hotel	10/18/22	pending P&D 05/08/23
5	1801-1815 Church Street	B2/oWE	Subdivision	Plat of subdivision creating 2 lots related to the HODC and Mt. Pisgah projects approved by City Council on 04/10/23	11/15/22	pending additional information from the applicants
5	2000 Simpson Street	OS	Major Variation	Floor Area Ratio (FAR), building height, parking location, and loading in order to construct a new 3-story K-8 school with parking and athletic field (Dist. 65 5th Ward School)	03/16/23	pending P&D 05/08/23
5	831 Foster Avenue	B1	Special Use	Special Use for a convenience store	04/11/23	pending additional information from the applicant
5	1739 Brown Avenue	R3	Minor Variation	Interior side yard setbacks to new single-family dwelling and roof overhang	04/20/23	determination after 05/08/23
6	3434 Central Street	R2	Planned Development	New 2-story, 24,916 sf building for a Day care center - Child (Kensington School)	02/10/22	pending LUC 05/10/23
6	3440 Thayer Street	R2	Minor Variation	Accessory building rear yard coverage and distance between accessory and principal buildings	04/12/23	determination after 05/08/23
6	3039 Hartzell Street	R1	Minor Variation	Building lot coverage for front porch	04/25/23	pending application fee payment
7	1501 Central St	U2	Text Amendment	Modification to U2 uses to allow additional concerts and community events	01/27/23	pending LUC 06/14/23
7	2435 Jackson Avenue	R1	Fence Variation	Front yard fence, 4' tall wood	04/25/23	determination after 05/12/23
7	2428 Ewing Avenue	R1	Minor Variation	Street side setback to a 2-story addition to an existing detached garage	04/25/23	determination after 05/08/23
8	100 Chicago Avenue	B3	Special Use	Special Use for Cannabis Dispensary and a Type-2 Restaurant, bakery with seating	03/07/23	pending P&D 05/08/23



To: Luke Stowe, City Manager

From: David Wilson, HVAC Building Inspector

Subject: Weekly Field Inspection Report

Date: April 28, 2023

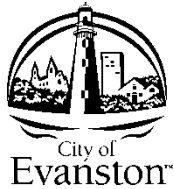
Enclosed is the weekly summary report of field inspections for construction projects under special monitoring. The report includes the ward, property address, type of construction, inspector notes, and date received.

Please contact me at davidwilson@cityofevanston.org if you have any questions or need additional information.

Weekly Field Inspection Report

28-Apr-23

Ward	Property Address	Construction Type	Inspector Notes	Received
2	1101 Church Street	Multi-Family Building	Alleyway was clear and open at time of inspection. Two lifts are now onsite, but are parked in the approved spots. Construction fence remains in good condition and the site is in good condition.	4/27/2023
4	1012 Church Street Northlight Theater	Assembly	No changes. Site and Northlight signage is in good condition. No construction fence at this time.	4/27/2023
2	2030 Greenwood Street	Multi-Family Building	Grading of the main driveway has begun. GC has been contacted and reminded to keep all roadways clean and clear of all debris. Site is in good condition.	4/27/2023
4	718 Main Street	Mixed Use Building Residential/Retail	Construction fence is in good condition. A delivery was in place without a flagger present at time of inspection. The GC was contacted and addressed the situation. Entrance to the site on Main Street is clean and clear of debris.	4/27/2023
8	100 Chicago Avenue Gateway	Mixed Use Building Residential/Retail	All debris onsite has been removed and landscaping has begun. Entrance is clean and clear of construction debris and the site is in good condition. Interior work continues.	4/27/2023
1	710 Clark Street	Office Building	Concrete pours are in progress on the east side of the project. Concrete trucks are being staged on Orrington Avenue with a flagger present to control traffic. Alleyway was clear at the time of inspection. GC has been contacted and reminded to address storm drain protection around the entire site.	4/27/2023
5	Emerson and Jackson Demolition Site	Residential	Sewer and water disconnections should start next week. Construction equipment is now being stored onsite on Jackson Avenue. Construction fence is in good condition.	4/27/2023



Memorandum

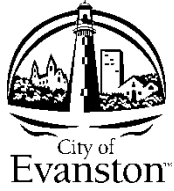
To: Honorable Mayor and Members of the City Council

From: Ike Ogbo, Director, Department of Health & Human Services

Subject: Food Establishment License Application Weekly Report

Date: April 27, 2023

Ward	Property Address	Business Name	Date Received	Current Status
2	921 Church St	Devil Dawgs	4/28/2023	Pending Building Permit Issuance
4	1009 Davis St	CM Chicken	4/11/2023	Pending Building Permit Application
2	1701 Maple Ave	Egg Harbor	4/4/2023	Pending Building Permit Issuance
5	830 Foster St	Foster Food & Deli	4/3/2023	Pending Building Permit Issuance
8	100 Chicago Ave	West Town Bakery – Evanston	3/27/2023	Pending Building Permit Issuance
1	1732 Sherman Ave	Jamba Juice	3/16/2023	Pending Building Permit Issuance
8	321 Howard St	Howard Grocery & Deli	3/9/2023	Pending Building Permit Issuance
2	1707 Maple Ave	Bitter Blossom/Evanston Games and Café	1/11/2023	Pending Building Permit Issuance
4	620 Grove St	Grove Street In and Out	12/8/2022	Pending Zoning
6	3330 Central St	Subway	11/17/2022	Change of Ownership – Pending Inspections
2	1160 Dodge Ave	Buffalo Wild Wings Go	8/11/2022	Building Permit Issued – Pending Inspections
4	950 Church St	Big Wig Tacos	7/22/2022	License Issued
2	1711 Maple Ave	Sky Zone/Circus Trix	7/13/2022	Pending Building Permit Issuance
4	1500 Sherman Ave	Good Wolf	06/22/2022	Pending Building Permit Issuance
5	1831 Emerson St	La Michoacana	5/01/2022	Pending Building Permit Issuance
1	1743 Sherman Ave	Olive Mediterranean Grill	12/10/2021	Building Permit Issued – Pending Inspections



Memorandum

To: Honorable Mayor and Members of the City Council

From: Brian George, Assistant City Attorney

Subject: Weekly Liquor License Application Report

Date: April 28, 2023

Enclosed is the weekly report of liquor applications received and pending. The report, organized by ward, includes the business address, the type and description of license requested, date received and current status.

Please contact me at liquorlicense@cityofevanston.org if you have any questions or need additional information.

Liquor Licensing Weekly Report

Liquor Applications Received and Pending for week of April 28, 2023

WARD	BUSINESS NAME	BUSINESS ADDRESS	LIQUOR CLASS	CLASS DESCRIPTION	PROCESSED HOURS for LIQUOR SALES	STATUS
4	Bitter Blossom	1707 Maple Ave. Evanston, IL 60201	D	Restaurant	11 a.m. — 1 a.m. (Mon-Thurs); 11 a.m. — 2 a.m. (Fri-Sat); 10 a.m. — 1 a.m. (Sun)	Application approved at the Liquor Review Board and will be voted on at City Council



DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



WEEK ENDING APRIL 28, 2023

The Invitations are Out for the Event of the Season!

Invitations were sent this week for the NWMC Annual Gala, scheduled for Wednesday, June 14 at the Hyatt Regency in *Deerfield*. Participants will celebrate the NWMC's 65th anniversary and inaugurate the organization's FY2023-2024 officers. The evening begins with the reception at 6:00 p.m., followed by dinner at 7:00 p.m. Please RSVP by Friday, June 2 to Marina Durso mdurso@nwmc-cog.org. *Staff contact: Marina Durso*

Keep Up the Push to #InvestInCommunities and Restore the LGDF

From the desk of DuPage Mayors and Managers Conference Policy Analyst Kimberly White:

The Conference has once again joined forces with the Metropolitan Mayors Caucus (MMC), Illinois State Association of Counties (ISACo), and 9 other regional councils of government to launch the *Invest In Communities* campaign to restore the Local Government Distributive Fund (LGDF). The Illinois Municipal League is also engaged with us again on this top legislative priority. By demonstrating to our state lawmakers and Governor Pritzker the need to *Invest In Communities*, we work to achieve restoration of LGDF in the FY2024 State Budget and beyond.

Here is where we need your assistance:

Newsletter Drop-in:

We have prepared the attached draft article for use in municipal newsletters, which can also be [accessed online here](#). We ask that you consider emphasizing the importance of this revenue source in your newsletter and/or website. This is also an opportunity for you to share your individual municipal fact sheet. Examples are [available here](#). If you don't yet have one, you could utilize the [statewide fact sheet](#). Anything to connect this revenue stream to the betterment of your community would be of value.

Website:

A website has been created to engage citizens and legislators on LDGF. Please check out InvestInCommunities.org and consider using social media and other outlets to direct your citizens to this data source. The website features community fact sheets, information on how to contact legislators, and social media posts that can be easily shared.

Social Media:

To keep up the momentum, we also want to establish a strong social media presence that will help educate your residents and inform lawmakers about the importance of LGDF to our communities. [Click here to access the Invest In Communities social media toolkit](#), which we encourage you to utilize on your platforms and encourage your residents to share using #InvestInCommunities.

Thank you for supporting the campaign to *Invest In Communities*. Please let us know if you have any questions and continue to share with us any feedback you receive from legislators or residents. *Staff contacts: Mark Fowler, Larry Bury, Chris Staron*

Today's the Final Day to Enroll in the NWMC Employee Assistance Program

As previously reported, the Northwest Municipal Conference is again pleased to offer the opportunity to enroll in the NWMC Employee Assistance Program (EAP) to municipalities, townships, park districts and libraries. TELUS Health (formerly LifeWorks) is the current EAP provider and offers confidential, cost free referrals and assessment services twenty-four hours a day for employees and their families. Areas of assistance include dealing with issues such as substance abuse, mental health, family and marital problems, financial and legal matters.

As part of the contract renewal, TELUS Health requested an 8% inflationary increase. This represents the first

requested increase since 2018, during which time TELUS Health/LifeWorks has made significant operational and service improvements. On March 15, the NWMC Board of Directors approved the contract renewal with the increase to be divided evenly between participating entities and the NWMC. Therefore, the fee will increase by 4% to \$24.44 per employee per year. The effective date of the agreement is May 1, 2023 to April 30, 2024.

If your community is not currently a member of the EAP program and would like to join or obtain additional information, please contact Marina Durso, 847-296-9200, ext. 122 or mdurso@nwmc-cog.org. Enrollment information and participation forms were sent to all members on March 22. *Staff contact: Marina Durso*

More Details on the SPC Vendor Showcase!

As previously reported, the Suburban Purchasing Cooperative (SPC) is excited to announce that the SPC Vendor Showcase will be held on Wednesday, July 26 from 10:00 a.m. to 1:00 p.m. at Oakton College, 1600 E. Golf Road in *Des Plaines*. This is a free event for attendees and thanks to our partners at Sourcewell, anyone can attend their presentation and earn one contact hour toward Continuing Education Units (CEUs) with The Institute for Public Procurement (NIGP).

The Vendor Showcase will be held in Oakton's Performing Arts Center (PAC) with parking available in Lot A, just outside the PAC. The SPC Vendor Showcase schedule is as follows:

- 10:00 a.m. – noon: Vendor Fair in the PAC Lobby
Vehicle demonstrations in Parking Lot A
- Noon – 1:00 p.m.: Sourcewell Presentation in the Footlik Theater – Collaboration: Bypass and Master Internal Disaster to Build Your Dream Team
Presented by Sourcewell Client Solutions Advisor Natalie Morgan
- 1:00 p.m.: Box lunch provided by Sourcewell

The SPC Vendor Showcase presents a unique opportunity for local government officials from the SPC's participating councils of government and others to meet one-on-one with SPC vendors at one time. Northwest Municipal Conference (NWMC), DuPage Mayors and Managers Conference (DMMC), South Suburban Mayors and Managers Association (SSMMA), and Will County Governmental League (WCGL) members and staff will be onsite to learn about the products, services and solutions offered by the SPC to help you better serve your communities. Vendors will have individual display areas where you can discuss all of your joint purchasing needs.

Please register for the event by visiting the [SPC Vendor Fair Attendee Registration](#) page. Please contact NWMC Purchasing Director Ellen Dayan, 847-296-9203 or edayan@nwmc-cog.org with any questions. *Staff contact: Ellen Dayan*

CMAP Seeks FLIP Participants

The Chicago Metropolitan Agency for Planning (CMAP) is now accepting applications for its 2023 [Future Leaders in Planning](#) (FLIP) program. FLIP is a free summer program for high school students to explore the field of urban planning and learn about the issues that shape our region and communities. The program will run from Monday, July 10, through Friday, July 14 at CMAP's office in downtown Chicago and additional locations around the region. FLIP is open to high school students in Cook, DuPage, Kane, Kendall, Lake, McHenry and Will counties. Students must [apply online](#) by Tuesday, May 30. To learn more please visit the [CMAP website](#). *Staff contact: Eric Czarnota*

IDOT Announces 2023 Special Programs Assistance Conference

On May 23 and 24, the Illinois Department of Transportation (IDOT) will hold a Special Programs Assistance Conference at the IDOT District 1 office in *Schaumburg*, 201 Center Court. The morning session on May 23 will provide general information about three programs: the Economic Development Program (EDP); the Illinois Transportation Enhancement Program (ITEP); and, the Safe Routes to School Program (SRTS). During the afternoon of May 23 and all day on May 24, IDOT staff will be available by appointment to discuss specific projects and applications in a one-on-one setting. Appointments will be held in 20-minute slots and attendees are encouraged to register in advance and bring any materials related to the project and/or application. Registration for this event can be found [here](#). *Staff contact: Eric Czarnota*

Meetings and Events

NWMC Executive Board will meet Wednesday, May 3 at 8:30 a.m. via videoconference.

NWMC Managers Committee will meet Friday, May 5 at 8:30 a.m. at the *Lincolnshire Village Hall*, One Olde Half Day Road.

NWMC Board of Directors will meet Wednesday, May 10 at 7:00 p.m. at the NWMC office and via videoconference.

NWMC Legislative Committee will meet Wednesday, May 17 at 8:30 a.m. via videoconference.

NWMC Staff

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Marina Durso	Executive Assistant	mdurso@nwmc-cog.org
Chris Staron	Policy Analyst	cstaron@nwmc-cog.org

Phone: 847-296-9200

www.nwmc-cog.org